

**Southern Avenue Charter School  
Of Academic Excellence & Creative Arts**

**August 23, 2022**

**Board of Directors' Meeting**

**4:30-5:30 p.m.**

**AGENDA**

- I Opening.....Director Greg Bethel**
- II Minutes from Last Meeting.....Ms. Lois Madison**
- III State of the School.....Mrs. Shelia Moss, Principal**
- IV New Business:**
  - Fundraising Update.....Golf Tournament...Director Bethel**  
**Galloway Golf Club, Monday, July 11, 2022**
  - Board Committees, Responsibilities, etc.**
- V Closure / Next Meeting Date and Time**  
**Tentative: Tuesday, November 15, 2022, Reynolds Library**



# Southern Avenue CHARTER SCHOOL

**Southern Avenue Charter Elementary School**

**August 23, 2022**

## **Board of Directors Meeting**

**Judge Walter Evans**

**Mr. Stan Burton**

**Mr. A Morris**

**Ms. Tanya Incio**

**Miss Katheryn Smith**

**Ms. Gwendolyn Boykin**

**Ms. Carolyn Willett**

**Mr. Greg Bethel**

**Ms. Stephanie Walker**

**Mr. A. Morris**

**Mr. Tyrus Perry**

**Ms. Dell Stiner**

**Principal, Shelia Moss**

**Mrs. Elise Evans Founder/Director**

### **Proceedings:**

The first Board of Directors meeting for the school year 2022/2023 was called to order by vice-chair Stan Burton. Director Burton stated we would follow the agenda as written, he then asks for the reading of the minutes of the last meeting. The minutes for the May 15, 2022, meeting minutes were read and approved after Director Walker made a motion to approve, the minutes and Director Evans second the motion. Director Burton then yielded proceedings over to the Chairmen, Greg Bethel.

Director Bethel welcomed all members and stated the agenda would be followed as written, with 1<sup>st</sup> order of business being the state of school.

Board of Directors

Mrs. Elise R. Evans, M.S., M.ED. Founder / Executive Administrator / Superintendent  
Gregory Bethel, Board Chair, Mr. Stan Burton Board Vice-Chair, Mrs. Carolyn Willett Secretary,  
Ms. Stephanie Walker, Treasure, Judge Walker Evans, Mr. Anthony Amos, Ms. Gwendolyn Boykin,  
Mr. Arnell Morris Ms. Kathryn Smith, Ms. Tania Incio, Mr. Tyrus Perry, Ms. Dell Stiner



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### State of the School:

Mrs. Moss presented the board of directors with a PowerPoint with the 2022/2023 focus for the school year. She stated each board member would receive a copy via email. Mrs. Moss highlighted some of the school goals: which included Quality Practices through collaboration consistency, & capacity. Student achievement (academically, socially, & creatively. Positive School Climate and culture(look for the good!) New technology for the school and the training workshop in interactive boards. Our scholars met and exceeded TCAP goals for the school year. She stated the current enrollment is 341 scholars, all have been RTI Benchmark tested for the fall. Principal Moss welcomed the directors visit our school more often and that we are still recuring. Principal Moss' report was approved after the proper motions were complete.

### Old Business:

### Fundraiser:

Director Bethel gave an update on the fundraising event that was held at Galloway Golf Club on July 11, 2022. He reported that funds are still coming into the school and that he is receiving contacts about next year's tournament. He expressed that the school needs all board members to be active and involved in the event to make it continue to be a success in the next year. Director Bethel and Director Burton expressed they are please that the fundraiser is doing well so far. Director Willett made a motion for acceptance of the fundraiser report, director Burton second the motion. The motion was passed no objections or discussions,

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## CHARTER SCHOOL

New Business:

Directors Report

Finance:

Ms. Evans stated Mrs. C. Hubbard, the school account continues to audit and manage our accounts. Mrs. Evans stated each person has a copy of our profit and loss report as of July 31, 2022. She stated any director may come by the school or contact our account if there are any questions or concerns. Judge Evans motioned the report be accepted, Director Burton, second the motion, no discussion, not nays.

Mrs. Evans, shared with the board of directors that our COO Ms. Dill, had discovered some severe discrepancies in the payroll clerk (Mrs. Nelson's) payments as it pertains to the staff and payments to herself. She stated it was determined that Ms. Nelson had created four banks' accounts and that she would pay herself monies that did not belong to her. Mrs. Hubbard and Ms. Dill proceeded to attempt to determine the amount of funds that was stolen as of today. They have discovered at 8,287.50 our meeting. Mrs. Evans immediate contacted the Director Greg Bethel, chairman of the board and Director Stan Burton to inform this of the situation. Attorney Walter Evans, was informed of this information and Ms. Nelson was given until October 19, 2022 to repay the money. The Memphis Police fraud and emblem office was visited. Officer Muhammad took the complaint and stated he would follow up with SACS after the October date. Mrs. Evans, that the school is in the process of putting checks

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and balances in place to make sure Mrs. Hubbard, Ms. Dill, and one other person would check payroll before it is submitted. She also stated that the school is continuing to audit all payroll records. Director Bethel asked that a motion for the approval of the financial report to be accepted with stipulations that the board would be made aware of any changes. Director S. Walker made the motion and Director S. Burton 2<sup>nd</sup> the motion. The motion was approved with no objections.

Mrs. Evans again asked that each person select a committee of their choice to work on for the school year. She asked that each committee would select a leader, the committee would meet and define their responsibilities and present them to the board. The committee would make a report to the board regarding their responsibilities and what they have learned to benefit the school. She stated some committees would be fundraising, financial, Grant seeking and/or writing, working with the children. She again asked the board to consider a financial gift to the school, if possible that all these decisions are made the January 1, 2023. Director Bethel asked for a motion to have the report by Mrs. Evans approved, a motion was made by Judge Evans, and second by Ms. Incio.

There was a discussion about changing the meeting time as most directors did not wish to be out after dark. Three options were put on the table and each director was asked to email their choice to the director Bethel and Mrs. Evans.

Director Bethel stated with that, if there is no other business the next meeting a November 15, 2022. The meeting was adjourned at 4:05

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